



**NORTH HUDSON**  
COMMUNITY ACTION CORPORATION

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April 17, 2015

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**RE: Waiver to Submit FCC Form 471 Application #: 1051631 and Application #: 1051527 after Closing Deadline**

On behalf of North Hudson Community Action Corporation Head Start, I am writing to request a waiver for the deadline to submit FCC Form 471. The deadline to submit Form 471 closed on March 16, 2015. Unfortunately, the Program experienced recent administrative changes resulting in a new staff member who was new to the submission process. The staff member did not realize the need to have an authorized individual's password and certification PIN which is required for submission. Therefore, the new staff member was unsuccessful in submitting the Form 471 prior to the closing deadline.

The Program contacted USAC's help-line on the evening of submission, March 17, 2015, to inform a representative of the issues and to request an extension. The representative stated that they were unable to grant an extension via telephone communication; however, the USAC representative suggested that the program submit a request to the FCC for a waiver. Immediately after receiving instructions to submit a waiver, the Program Director contacted USAC again on March 17, 2015 to gain further clarification on the appeal process. The program was assigned case number 22-756955 for this inquiry. An appeal for a waiver request was submitted on March 17, 2015. Furthermore, the FCC Forms 471 were submitted immediately following the incident on March 17, 2015.

North Hudson Community Action Corporation serves 397 children and their families by providing high quality comprehensive early education services at no cost to eligible participants. All 397 children enrolled in the program meet or fall below national income poverty guidelines. The program works on a tight pre-determined budget beginning April 1, 2015. The program would experience extreme hardship if denied funding. Additionally, the impact of receiving E-Rate funds expands beyond telecommunication and technology services, but also affects operations and service delivery to children and families in other areas i.e., health and safety services, family activities, and community engagement services.

Please consider granting North Hudson Community Action Corporation Head Start a waiver to submit FCC Form 471 one day past the closing deadline.

Sincerely,

Mildred Mabray  
NHCAC Head Start/ Early Head Start Director

